DOCUMENT RESUME

ED 381 682 CE 068 808

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TITLE Energizing the Learning Environment.
REPORT NO ISBN-0-914951-79-3
PUB DATE 95
NOTE 141p.
AVAILABLE FROM Learning Resources Network, 1550 Hayes Drive, Manhattan, KS 66502.
PUB TYPE Books (010)

EDRS PRICE Document Not Available from EDRS.
DESCRIPTORS Adult Education; *Audiovisual Aids; Classroom Techniques; *Educational Environment; Educational Equipment; Educational Facilities Design; Instructional Effectiveness; Instructional Materials; *Teaching Conditions

ABSTRACT

This book explores the external environment, how it affects learning, and what practical techniques can be used to enhance the learning environment. It is meant to be a guide for teachers, instructors, and presenters and for administrators and managers. Part I focuses on the learning environment and addresses how the view of learning in society is changing, how economic and social conditions necessitate a different approach to learning and teaching, and how the physical learning environment can help create a successful session. Parts II-IV consider the four components of the physical learning environment and how to take advantage of them to enhance teaching and presenting. Part II on the learning room discusses recreating room design, choosing the best set-up, and moving in presenter space. Part III on teaching tools considers spicing up teaching tools, stirring imaginations visually, and adding a touch of high tech. Part IV on the natural environment discusses reacting to time of day, controlling the natural factors, and planning tips to start. Part V on learning media explores setting the mood, making participants feel special, and creating sensory experiences. Part VI describes how to respond to participants. Appendixes include the following: lists of materials to buy for use in presentations; the five best resources on adult learning, teaching, and presenting a session; a list of references by chapter; a 10-item bibliography; and an index. (YLB)

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